

The Ledgeview Town Board held a meeting on **Monday, April 1, 2019 at 5:30 PM** in the Community Room located at Ledgeview Community Center, 3700 Dickinson Road, De Pere, WI 54115.

CALL TO ORDER

The meeting was called to order by Supervisor Mark Danen at 5:30 PM.

ROLL CALL

Members present were Supervisors Mark Danen, Renee Van Rossum, Cullen Peltier, and Ken Geurts. Chairman Phil Danen was excused.

Staff present were Administrator Sarah Burdette, Engineer Scott Brosteau, Treasurer Renae Peters, Public Works Director Dave Strelcheck, and Clerk Charlotte Nagel.

AGENDA APPROVAL

Staff advised there were no changes to the agenda.

MOTION by Geurts/Van Rossum to approve the agenda as written. No further discussion. Motion carried in a voice vote, 4-0.

CONSENT AGENDA

1. Regular Board Meeting Minutes:
 - a. March 4, 2019 Town Board Meeting.
 - b. March 19, 2019 Town Board Meeting.
2. Routine Reports: None
3. Committee/Commission Reports: None
4. Operator's Licenses: March 18, 2019 – March 29, 2019
5. Other Committee Minutes:
 - a. February 19, 2019 Redevelopment Authority Minutes.
6. Pay Requests: None.
7. Special Event & Street Closure Permits: None.

All items listed under "Consent Agenda" are considered to be routine and non-controversial by the Town Board and will be approved by one motion. There will be no separate discussion. If discussion is desired by members, that item will be removed from the consent agenda and discussed separately immediately after consent agenda is approved.

MOTION by Peltier/Van Rossum to approve the Consent Agenda as written. No further discussion. Motion carried in a voice vote, 4-0.

PUBLIC COMMENT: After three calls, none were heard.

ZONING & PLANNING: None.

OLD BUSINESS:

1. **Recommendation from Rettler Corporation to approve bids for the two Scray Hill Park Baseball Fields Development Project.**

Staff advised the concession stand/bathrooms were not included in the original bid, however, there is enough money from bond proceeds to continue with the contract as bid. Getting a late construction start, the fields will be ready for fall ball. That being the case, the Board determined the construction of the fields could continue with the concession stand/bathrooms to be constructed in time for the 2020 season.

Approved at the April 19, 2019 Town Board Meeting.

MOTION by Geurts/Peltier approve the recommendation from Rettler Corporation to approve the bids for the two Scray Hill Park Baseball Fields Development Project. No further discussion. Motion carried in a voice vote, 4-0.

NEW BUSINESS:

- 1. Review and act on Developer's Agreement for GB Events by AKW, LLC, Allison Kline-Weichelt, owner, for a Wedding and Special Events Center to be known as Sash & Bow located in Olde School Square, 2200 Dickinson Road.**

Staff advised this project has Tax Incremental District (TID) project, thus has Tax Increment Financing (TIF) dollar associated with it. There are both legal and financing obligations included in the Developer's Agreement. Failure to meet the requirements of the Developer's Agreement default to the Special Assessment process.

There was discussion on parking. Staff advised there would be adequate parking since the venue will host events opposite of business hours, opening the parking of Olde School businesses to the event.

MOTION by Van Rossum/Geurts to approve the Developer's Agreement for Sash & Bow. No further discussion. Motion carried in a voice vote, 4-0.

- 2. Discussion from Park & Rec Committee regarding request for consideration by the City of De Pere to contribute to city pools project.**

Staff advised the Park & Rec Committee is not interested in the opportunity. The Committee would like to keep focus on the priorities they set out for themselves. The Town Board would like to have more details on the offer.

No action taken.

- 3. Review and approve the 2018 Annual Report.**

This is the annual report of the overall fiscal health of the Town. The report is explained at the Annual Meeting to be held April 16th at 7PM.

MOTION by Peltier/Van Rossum to approve the 2018 Annual Report. No further discussion. Motion carried in a voice vote, 4-0.

- 4. Review and approve Brown County Tax Collection Agreement for December 2019 to February 2020.**

This is an annual agreement with Brown County giving them jurisdiction to collect the 2019 Real Estate Property Taxes on behalf of the Town.

- 5. Award 2019 Chip Seal Contract to Scott Construction in the amount of \$131,626.80.**

Priority roads were identified by staff and subsequent specifications and bid documents were advertised. Scott Construction was the lowest bidder and passed the reference check.

MOTION by Geurts/M. Danen to award the 2019 Chip Seal Contract to Scott Construction in the amount of \$131,626.80. No further discussion. Motion carried in a voice vote, 4-0.

- 6. Award 2019 Crack Seal Contract to Asphalt Seal and Repair in the amount of \$19,040.00.**

Priority roads were identified by staff and subsequent specifications and bid documents were advertised. Asphalt Seal and Repair was the lowest bidder and passed the reference check.

MOTION by Peltier/Van Rossum to award the 2019 Crack Seal Contract to Asphalt Seal and Repair in the amount of \$19,040.00. No further discussion. Motion carried in a voice vote, 4-0.

7. Discuss and act on the purchase of a new half-ton pickup and a new three-quarter ton pickup truck with plow for Public Works Department.

Public Works is recommending purchasing the 2019 Dodge Ram half-ton pickup from Ewald Automotive of Oconomowoc in the amount of \$26,523.00 via the State of Wisconsin purchase program. Total expenditures for the 2019 Ram half-ton pickup will be \$27,750.00 which include the installation of an aluminum tool box and front and rear strobe safety lighting. The existing rear window protection unit and strobe light bar will be moved from the current half-ton pickup to the new pickup. All labor for installation and/or moving accessories will be provided by Public Works crew members.

Public Works is recommending purchasing the three-quarter Ton Chevrolet Silverado Pickup from Ewald Automotive of Oconomowoc in the amount of \$28,880.00 via the State of Wisconsin Purchase program. Additional expenditures in the amount of \$3,772.00 will include the installation of step bars, aluminum toolboxes, rear window protection, strobe light bar as well as front and rear strobe safety lighting. All labor for installation of accessories will be provided by Public Works crew members. Total expenditures for the Chevrolet ¾ ton pickup truck with accessories will be \$32,652.00.

Funds for the both truck purchases will come from the Long-Term Vehicle Replacement Sinking Fund. One truck will be an addition to the public works fleet, the other will replace the half-ton truck which will be sold.

MOTION by Van Rossum/Peltier to approve the purchase of both the half-ton and three-quarter ton trucks with the equipment. No further discussion. Motion carried in a voice vote, 3-1, with Geurts dissenting.

8. Discuss and act on Resolution 19-05 amending Right-of-Way Utility Permit Fees.

A Right-of-Way Utility Permit Fee study was done for Brown County. The study results showed Ledgeview fees were low. This resolution is to bring the fees in line with Brown County municipalities.

MOTION by Geurts/Van Rossum to approve Resolution 19005 amending Right-of-Way Utility Permit Fees. No further discussion. Motion carried in a voice vote, 4-0.

COMMUNICATIONS: None.

ORDINANCES:

1. Ordinance - First Reading:

a. Ordinance 2019-06 Amending Chapter 94 Streets and Sidewalks, Article VI Rights-of-Way and Easements.

This amendment creates additional enforcement mechanisms for the Town to protect the public interest in Town rights-of-way and easements. This coincides with the fee amendment above. This ordinance is subject to the required three readings. No action taken.

REPORTS:

Administrator:

- Working on Ledgeview Farms
- Working on development projects
- Staff training was done
- Central Brown County Water Authority Meeting tomorrow regarding SPLASH Study

Clerk:

- Discussion and feedback given on the Community Center Rental.
- Election Day tomorrow
- Went through some meeting logistics

Engineer:

- Bid opening on Brayden Lane

Treasurer:

- Schenck was bought by Clifton Larson Allen; they will be honoring the current contract.

Public Works:

- Deal with the recent flood with the Crew
- Bid opening tomorrow for the Chip Seal Project
- Patching potholes has started.

Board Comments: None.

APPROVAL OF THE VOUCHERS:

MOTION by Van Rossum/Geurts to approve the vouchers. No further discussion. Motion carried in a voice vote, 4-0.

ADJOURNMENT:

MOTION by M. Danen/Geurts to adjourn. No further discussion. Motion carried in a voice vote, 4-0. Meeting adjourned at 6:14 p.m.

Charlotte Nagel, Clerk
Town of Ledgeview, Brown County, WI